



Departmental Quarterly Performance Report

Department Name: Public Works

**Reporting Period:
FY 2002-2003
Fourth Quarter**

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Departmental Quarterly Performance Report

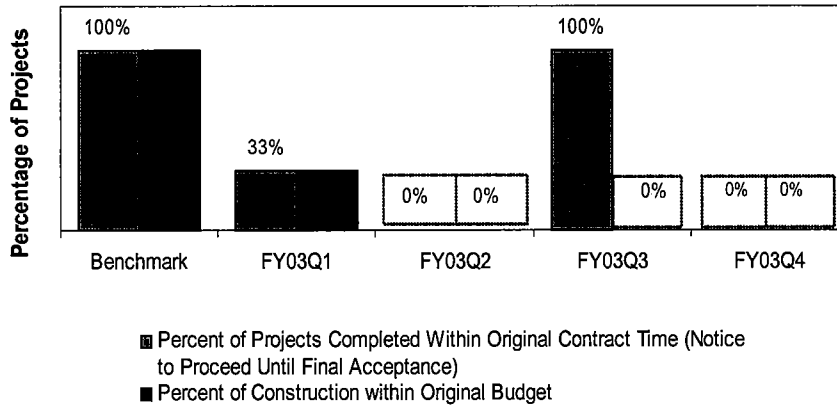
Department Name:

Reporting Period:

Note: Graph does not reflect adjustments for time and funds associated with additional County's requested changes and unforeseen weather conditions. In addition, no projects were slated for completion in this quarter.

0%

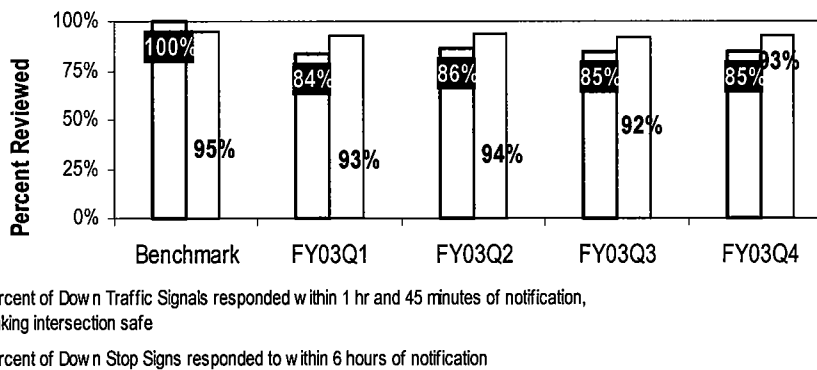
Public Works Construction Projects (Site Specific projects only)



☐ Strategic Plan
☒ Business Plan
☐ Budgeted
☐ Priorities
☐ Customer
☐ Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____

(Describe)

Downtime Rate for Traffic Signals and Stop Signs



☐ Strategic Plan
☒ Business Plan
☐ Budgeted
☐ Priorities
☐ Customer
☐ Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____

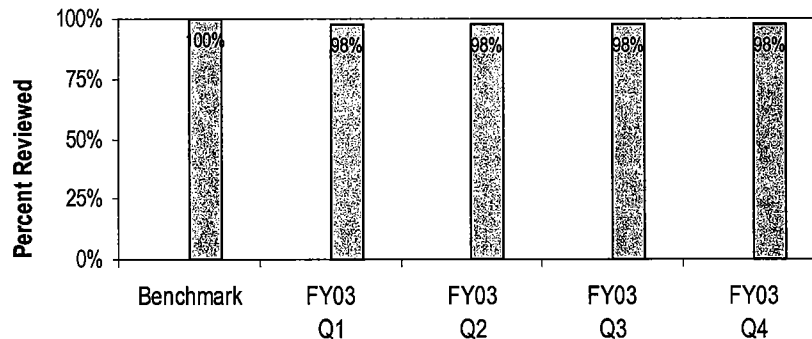
(Describe)

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

Time to Review Highway Plans, Drainage, and Pavement Work

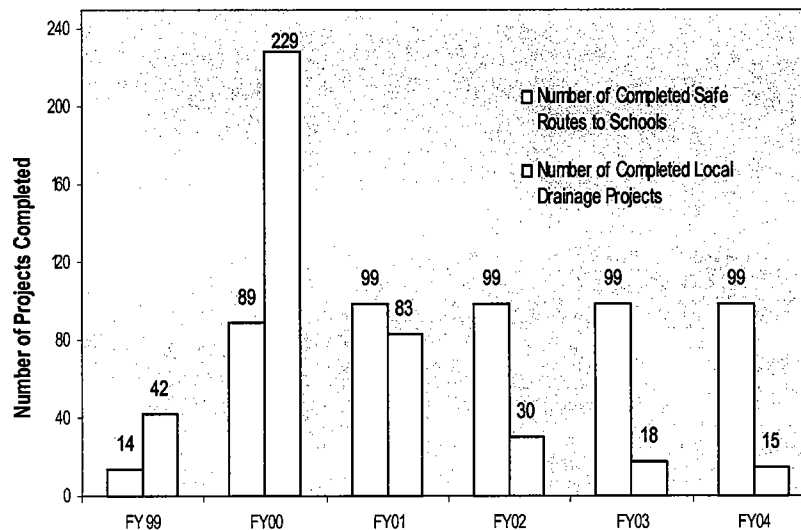


□ % of Commercial Paving and Drainage Reviewed within 4 Days of Receipt

☐ Strategic Plan
☒ Business Plan
☐ Budgeted
☐ Priorities
☐ Customer
☐ Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____

(Describe)

Quality Neighborhood Initiative Program (QNIP)



☐ Strategic Plan
☒ Business Plan
☐ Budgeted
☐ Priorities
☐ Customer
☐ Service
☐ ECC Project
☐ Workforce Dev.
☐ Audit Response
☐ Other _____

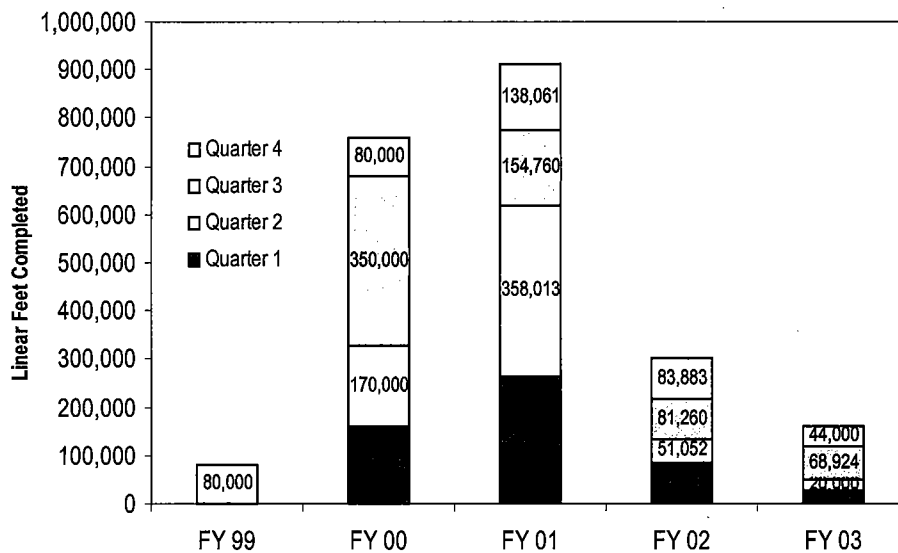
(Describe)

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

Quality Neighborhood Initiative Program - Sidewalks



☐ Strategic Plan
☒ Business Plan
☐ Budgeted
Priorities
☐ Customer
Service
☐ Workforce Dev.
☐ ECC Project
☐ Audit Response
Other _____

(Describe)

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<p><u>Complete all 18 drainage sites along arterial roads</u> Of the 18 sites, 3 sites removed by CICC, 8 sites completed, 3 sites transferred to FEMA group, 1 site under design, three sites being investigated for possible drainage issue.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Finish retrofitting the initial 1,512 streetlights and retrofit approximately 6,500 more in FY 2001-02</u> 3,701 streetlights have been retrofitted. New contract awarded July 2003 to begin retrofit of additional 3,900.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Construct \$5.315 million of Causeways amenities including comfort stations, a maintenance building, variable message signs, and the Venetian Toll Plaza</u> Comfort stations were completed February 2003; Maintenance bldg and variable message signs-projects delayed due to funding constraints; Venetian Toll Plaza awarded 7/23/02-project began May 2003; change order in process for 93-day extension of time and money 60 days.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

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<p><u>Add four positions to increase re-timing activities on traffic signals</u> Three positions filled, one remaining position (Traffic Signal Technicians) has been frozen due to hiring freeze.</p>	<p>___ Strategic Plan ___ Business Plan X Budgeted Priorities ___ Customer Service ___ Workforce Dev. ___ ECC Project ___ Audit Response ___ Other _____ (Describe)</p>
<p><u>Install 90 school speed zone flashing warning lights</u> 33 completed of 33 planned school speed zone flashing warning lights. Increased cost have reduced the possible number of lights to be installed.</p>	<p>___ Strategic Plan ___ Business Plan X Budgeted Priorities ___ Customer Service ___ Workforce Dev. ___ ECC Project ___ Audit Response ___ Other _____ (Describe)</p>
<p><u>Enhanced street sign replacement and restriping (Mayor's Initiative)</u> Original contract bidders rejected due to improper certification and/or equipment; re-advertised March 2003; awarded June 2003.</p>	<p>___ Strategic Plan ___ Business Plan X Budgeted Priorities ___ Customer Service ___ Workforce Dev. ___ ECC Project ___ Audit Response ___ Other _____ (Describe)</p>
<p><u>Install more guardrails near canals</u> 8 sites completed, 1 site under design and is awaiting SFWM permit. Study for other sites is pending; funding awaiting for contract award.</p>	<p>___ Strategic Plan ___ Business Plan X Budgeted Priorities ___ Customer Service ___ Workforce Dev. ___ ECC Project ___ Audit Response ___ Other _____ (Describe)</p>

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<p><u>Install traffic light in Allapattah at NW 28th Street and 14th Avenue by March 1, 2002</u></p> <p>Work order issued March 15, 2003, construction began May 15, 2003, installation 90% completed.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Construct ADA pedestrian ramps along Curtis Parkway and the circle as necessary</u></p> <p>Sidewalks were completed around the circle in January 2003. Ramps will be completed by the end of the year.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Resurface North and South Royal Poinciana Boulevard from LeJeune Road to NW 74th Street utilizing Secondary Gas Tax Funds</u></p> <p>Project is being coordinated with the City of Miami Springs on South Royal Poinciana Boulevard and will be completed July 2003. A portion of North Royal Poinciana Boulevard was resurfaced by WASD; remaining portion is in good condition and will not be resurfaced.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Resurface Curtis Parkway from NW 36th Street to the Circle and the Circle itself utilizing Secondary Gas Tax Funds</u></p> <p>Work completed February 2003 for sidewalk repairs on the Circle; area resurfaced in 1995 and remains in good condition.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

<p><u>Explore possibilities for a sidewalk on the NE corner of SW 152nd Street and US 1</u></p> <p>Improvements requested are located within the right-of-way and a copy of the design plan has been reviewed by ROW. Project to be completed by September 2004.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input checked="" type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p><u>Install traffic light at Flagler and 117th Avenue</u></p> <p>Awaiting new contract; contract advertisement and award delayed, reviewing change order option to expand existing contract capacity.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input checked="" type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p><u>Install traffic light at NW 52nd Street and NW 97th Avenue</u></p> <p>Awaiting new contract; contract advertisement and award delayed, reviewing change order option to expand existing contract capacity.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input checked="" type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p><u>Install traffic light at NW 52nd Street and NW 107th Avenue</u></p> <p>Awaiting new contract; contract advertisement and award delayed, reviewing change order option to expand existing contract capacity.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input checked="" type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>

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<p><u>Utilize \$200,000 local match to leverage appropriation request for \$1million helicopter purchase</u> Local match re-appropriated by OMB and is not available; received USDA confirmation for a grant award of \$838,931 and approved by the County Manager's Office. It is pending BCC approval of the award; scheduled for BCC action on December 4, 2003.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>
<p><u>Increase mowing cycles to FY 02 levels</u> Mowing cycles increased to FY 02 levels; MDT received mid-year budget amendment to reimburse this cost.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>
<p><u>Install traffic calming device at NW 183 Street and 24th Avenue (QNIP)</u> This street is under FDOT's jurisdiction.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>
<p><u>Resolve drainage issue at NW 27 Avenue and NW 17th Avenue from 167 Street to 175 Street</u> To date, no evidence of significant flooding has been documented. There are a significant number of sites being addressed by FEMA within this area. DORM staff can provide further details regarding location and construction schedule.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>

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<p><u>Resolve drainage issue at Team Metro parking lot on NW 27 Avenue and 160 Street</u> This intersection is being addressed by FEMA. DORM staff can provide further details regarding design and construction schedules.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other (Describe) </p>
<p><u>Design traffic project on NW 149 Street and Memorial Highway (corrected address: NW 146 Street, Miami Avenue, South Biscayne River Drive)</u> Consultant selected; work order issued June 2003; anticipated completion February 2004.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other (Describe) </p>
<p><u>Install traffic signal at East 4 Avenue and 3 Street (LOGT)</u> Completed February 2003</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other (Describe) </p>
<p><u>Resolve drainage issue at SW 62 Avenue from Miami Children's Hospital to NW 7 Street</u> Commissioner Sosa has expressed interest in extending the SW 62 Avenue system from SW 18 Street all the way down to Flagler Street. This is a major road reconstruction; funding is provided in the People's Transportation Plan and will begin design in FY 2003-04.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other (Describe) </p>

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<p><u>Install street lighting along 32 Street and along 114 Avenue</u> Completed February 2003</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Spend \$200,000 in QNIP sidewalk repairs in District 11</u> FY 2002-2003 sidewalk construction in District 11 totaled \$215,996.07.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Pave NW 58 Street from 102 Avenue to 107 Avenue</u> Design completed March 2003; advertised September 2003.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Complete NW 74 Street from NW 84 Avenue to 87 Avenue</u> Depending on settlement agreement with property owner, this project to be designed and built by property owner.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

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<p><u>Perform 200 inspections of mosquito-breeding areas every seven days</u> First Quarter-468 inspections completed; Second Quarter-None; Third Quarter-659 inspections completed; Fourth Quarter-1,906 inspections completed.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Complete all signage requests (excluding stop signs) within six months upon receipt by the field office</u> First Quarter-85%; Second Quarter-85%; Third Quarter-83%; Fourth Quarter-82%.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Provide response to all citizen complaints within 72 hours of receipt</u> First Quarter-38% -6,062 complaints; Second Quarter-46%-5,523 complaints; Third Quarter-42%-6,918 complaints, Fourth Quarter-40%-7,897 complaints</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

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<p><u>Maintain 85 percent of roads inside the UDB resurfaced at a good or fair level</u> First Quarter-80%; Second Quarter-80%; Third Quarter-80%; Fourth Quarter-80%.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>
<p><u>Proceed with the NW 17th Avenue bridge refurbishing</u> Will be advertised October 2003 (pending SFWMD permit).</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>
<p><u>Proceed with NE 2nd Avenue widening from NE 91 Street to NE 115 Street</u> Survey update and design underway; Miami Shores requests being incorporated into design. Construction will commence 6 months after design and specifications are ready.</p>	<p> <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe) </p>

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<p><u>Proceed with SW 184th Street widening from SW 127 Avenue to SW 147 Avenue</u></p> <p>Unavailability of ROW required; received BCC approval on 9/24/02 to be split into two projects; plans are being revised to be completed by the end of this year.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input checked="" type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Project Name: Traffic Signalization Maintenance and Repair</u></p> <p><u>Project Number: 57</u></p> <p><u>Description: Investigate opportunities for improving repair processes and reducing costs including installation of street signs</u></p> <p><u>Update:</u> Added two new maintenance repairer positions to enhance in-house staffing. Additionally, a contract will be awarded in FY 04 for sign installation to compare cost efficiency between in-house staffing and out-sourcing.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input checked="" type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Project Name: Install Light Emitting Diode (LED) Lamps</u></p> <p><u>Project Number: 533</u></p> <p><u>Description: Replace traffic signal lamps with LEDs to generate electrical savings and increase illumination.</u></p> <p><u>Update:</u> RFP has been delayed several times due to investigation of latest technology and funding options.</p>	<p><input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input checked="" type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)</p>

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Reporting Period:

<p><u>Project Name: Contract Administration</u></p> <p><u>Project Number: 534</u></p> <p><u>Description: The Contract System provides a one-stop automated program for all departmental project managers and contract administrators.</u></p> <p><u>Update:</u> Merger of in-house contract system, financial ledgers, and work order manual system completed July 2003; continue validating merged data.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input checked="" type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Project Name: Contract Web site</u></p> <p><u>Project Number: 757</u></p> <p><u>Description:</u> Web enabling of the Department's contract specification bid process.</p> <p><u>Update:</u> Project delayed pending County authorization to utilize Oracle software on the web.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input checked="" type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>
<p><u>Project Name: Construction Management and Payment Process Review</u></p> <p><u>Project Number: 782</u></p> <p><u>Description:</u> Review contract management and payment processes to streamline operations and meet payment deadlines particular to CSBE firms.</p> <p><u>Update:</u> Received OPI report on process review February 28, 2003, and are implementing various recommendations (e.g. Project Number 534) to enhance operational efficiency within stated payment deadlines.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input checked="" type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>

Departmental Quarterly Performance Report

Department Name:

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Project Name: EPP Projects

Project Number: 835

Description: Public Works has implemented several EPP projects department-wide to enhance efficiency and streamline operations.

Update: Seven Department divisions (Personnel, RBCM, Mosquito Control, RAAM, Construction, Highway, and Director's Office) commenced with EPP workshops and generated 142 process improvement ideas. To date, 45 ideas have been responded to and completed, 97 ideas are currently being analyzed.

☐ Strategic Plan
☐ Business Plan
☐ Budgeted Priorities
☐ Customer Service
☐ Workforce Dev.
☒ ECC Project
☐ Audit Response
☐ Other _____
 (Describe)

PERSONNEL SUMMARY

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	606	727	623	105	622	115	603	138	602	125

Notes:

B. Key Vacancies

Four Professional Engineers
 Two Professional Land Surveyors
 Five Traffic Engineer 2
 Five Traffic Signal Technician 1
 Three Traffic Maintenance Repairers
 Five Bridge Repairers

C. Turnover Issues

18 employees retired 6/30/03, 10 of which are equipment operators in the field divisions

D. Skill/Hiring Issues

Automotive Equipment Operators and Sprayers/The Department continues to experience a high failure rate (50%) at skill testing utilizing existing countywide classification description of these positions.

Finding qualified applicants for Engineer positions remain a problem even hiring at intermediate pay rates.

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E. Part-time, Temporary and Seasonal Personnel

(Including the number of temporaries long-term with the Department)

Part-time=17

Temporary=17

Seasonal=3

F. Other Issues

Extra positions, under the actual number of filled/vacant positions column, are due to seven permanent overages and six temporary overages approved in this fiscal year and added to the Department's table of organization.

Hiring freeze has been mandated countywide and will have an effect on completion work deadlines in the office and in the field.

FINANCIAL SUMMARY (GENERAL FUND - GF010)

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
Fees	736,207	425,000	106,250	214,741	425,000	782,080	357,080	184%
Subsidy	15,533,172	19,063,000	4,765,750	4,765,750	19,063,000	19,063,000	0	100%
♦								
♦								
Total	16,269,379	19,488,000	4,872,000	4,980,491	19,488,000	19,845,080	357,080	102%
Expense*								
Personnel	15,887,668	18,556,000	4,639,000	3,983,268	18,556,000	18,227,881	328,119	98%
Operating	(133,875)	(258,700)	(64,675)	(4,167,013)	(258,700)	(580,679)	321,979	45%
Capital	515,586	1,190,700	297,675	94,175	1,190,700	698,967	491,733	59%
Total	16,269,379	19,488,000	4,872,000	(89,570)	19,488,000	18,346,169	1,141,831	95%

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
	N/A				
Total					

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

Awaiting capital fund reimbursement for expenses at fiscal year-end

FINANCIAL SUMMARY (GENERAL FUND – GF030)

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
Fees	6,055,257	7,120,900	1,780,225	1,763,218	7,120,900	6,543,572	577,328	92%
State	168,157	48,100	12,025	(3,173)	48,100	48,100	0	100%
Asst.								
♦								
♦								
Total	6,223,414	7,169,000	1,792,250	1,760,045	7,169,000	6,591,672	577,328	92%
Expense*								
Personnel	4,274,007	5,035,000	1,258,750	811,615	5,035,000	4,591,333	443,667	92%
Operating	1,905,763	2,047,500	511,875	759,751	2,047,500	2,484,836	(437,336)	121%
Capital	122,115	86,500	21,625	(7,603)	86,500	42,249	44,251	49%
Total	6,301,886	7,169,000	1,792,250	1,563,763	7,169,000	7,118,418	50,582	100%

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

037	3,359,501	2,305,964	3,533,618	2,460,140	2,193,866
Total					

Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

FINANCIAL SUMMARY (STORMWATER UTILITY-SU140)

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues Fees	8,300,000	9,959,000	2,489,780	2,489,780	9,959,000	8,200,000	1,759,000	83%
♦								
♦								
Total	8,300,000	9,959,000	2,489,750	2,489,780	9,959,000	8,200,000	1,759,000	83%
Expense*								
Personnel	4,079,156	4,713,600	1,178,400	1,002,496	4,713,600	4,023,614	689,986	86%
Operating	3,523,764	3,994,000	998,500	1,707,389	3,994,000	3,635,828	358,172	91%
Capital	754,659	1,251,400	312,850	91,397	1,251,400	514,920	736,480	42%
Total	8,357,579	9,959,000	2,489,750	2,801,282	9,959,000	8,174,362	2,096,170	82%

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

	N/A				
Total					

Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

FINANCIAL SUMMARY-(CAUSEWAY – ER430)

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			% of Annual Budget
			Budget	Actual	Budget	Actual	\$ Variance	
Revenues								
Fares	6,964,170	6,142,000	1,535,500	1,554,192	6,142,000	6,688,687	546,687	109%
Carryover		4,600,000	1,150,000	1,150,000	4,600,000	4,600,000	0	0%
♦								
♦								
Total	6,964,170	10,742,000	2,685,500	2,704,192	10,742,000	11,288,687	546,687	105%
Expense*								
Personnel	2,972,646	3,292,700	823,175	815,280	3,292,700	3,015,458	277,242	92%
Operating	3,917,160	3,857,700	964,425	893,455	3,857,700	1,770,388	2,087,312	46%
Capital	1,302,347	3,591,600	897,900	722,951	3,591,600	1,480,877	2,110,723	42%
Total	8,192,153	10,742,000	2,685,500	2,431,686	10,742,000	6,266,723	4,475,277	59%

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4

Departmental Quarterly Performance Report

Department Name:

Reporting Period:

	5,770,073	5,849,232	6,731,391	6,652,145	6,328,301
Total					

Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

- Venetian Toll Plaza reconstruction has been delayed
- Awaiting invoices for extensive emergency repairs at Bear Cut Bridge

STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature
Department Director

Date_____